

SMITHVILLE HISTORIC PRESERVATION & DESIGN STANDARDS ADVISORY COMMITTEE

Minutes: November 18, 2020 - Meeting

PRESENT: Sarah O'Brien, Nancy Catherman, April Daniels, Carol Snyder, David Herrington, Mike Hightower, Victoria Allen, Walter Winslett, Caroline Noya

Non-Committee Members in Attendance: Jill Strube, Robert Tamble, Scott Saunders

Absent: None

Called to order at 5:30 pm

1. Nancy Catherman moved that no action was taken at the November 4, 2020 Historic Preservation & Design Standards meeting. Sarah O'Brien seconded. Approved unanimously.
- Review and approval of July 15, 2020 meeting minutes – April Daniels moved to accept, Sarah O'Brien seconded, all approved with following change:

- “Carol Snyder opened discussion on the city historic marker program from applicant Sam Gerdes. Discussion of application and review of photos and other documentation for Carriage House at 606 Gresham. **April Daniels moved**, Caroline Noya seconded. All approved.”

Review and approval of November 4, 2020 meeting minutes – Sarah O'Brien moved, Caroline Noya seconded, all approved.

2. New Board Positions Discussed:
 - Chair: Sarah O'Brien (nominated by Nancy Catherman, 2nd by Caroline Noya)
 - Vice-Chair: April Daniels (nominated by Nancy Catherman, 2nd by Caroline Noya)
 - Secretary: Caroline Noya (nominated by April Daniels, 2nd by Nancy Catherman)

All motions and seconds were approved unanimously for each position as noted.

3. Discussion of Open Meeting Act training: All Committee members were advised to register for this training. Each member will receive instructions on how to register and need to provide their certificate to Jessica Lynch at the City.
4. Review of COA from Marcela Fautel for an awning replacement at 202 Main Street. Discussion of the COA: Carol Snyder stated that the awning is consistent with historic awnings and David Herrington agreed. Nancy Catherman said she thought the awning would include posts. Nancy Catherman had questions about ADA compliance. Nancy Catherman moved to table this application until ADA compliance issues and materials questions on posts were addressed. This motion did not pass though Victoria Allen was in favor of tabling, all others opposed. Walter Winslett moved he liked the awning design and he likes that it is the same as the neighboring buildings. He'd like to encourage Marcela to no use posts. Robert Tamble said that posts may not be in compliance with ADA but they are consistent with materials currently in use by neighboring businesses. Committee agreed the following concerns exist: ADA clearance, materials. Mike Hightower moved that the COA be approved with the provision that the posts meet the ADA compliance requirements regarding distance from curb and the posts and materials mimic those around them. Walter Winslett seconded the motion. IN FAVOR: Caroline Noya, April Daniels, Mike Hightower, Victoria Allen, Walter Winslett, Carol Snyder. OPPOSED: Nancy Catherman. MOTION PASSED.

NOTE: Sara O'Brien will follow up with applicant.

5. City Marker Program: Sara O'Brien reported that she and Carol Snyder are working on the application and will come back to Committee with changes.
6. Guidelines & Procedures for the HPDS Committee: Group agreed to create a sub-committee with Caroline Noya, Walter Winslett, David Herrington, Sarah O'Brien to review and make

recommendations. Motion to create sub-committee made by April Daniels, 2nd by Caroline Noya, all approved.

7. COA application: Motion to create sub-committee to review needed updates to this document was made by Nancy Catherman, 2nd by Mike Hightower, all approved. Sub-committee will consist of April Daniels, Carol Snyder, Sarah O'Brien, Walter Winslett.

NOTE: Nancy Catherman noted that the changes should include materials-specific descriptions and types of paint(s) and that any changes to the original agreement/application means the applicant will have to come back to the Committee.

8. April Daniels moved to adjourn, Nancy Catherman seconded, all agreed.

Meeting adjourned at 6:44pm